

**CITY OF CABOT, ARKANSAS
HOW TO AQUIRE A RESIDENTIAL BUILDING PERMIT**

General Information:

- Application may be obtained at the Public Works Office located at 114 South First Street.
- Application may be submitted at any time the office is open.
- Permits will normally be available the next day. However, it would be best to call before coming to pick them up at 501-843-4819.
- Subcontractors must obtain permits for electrical work, plumbing, mechanical work and gas piping.
- Impact fee will be determined when permit is issued. Impact fees are not accessed on remodel, additions, or accessory buildings.

All construction must comply with the following codes:

- ICC- (International Code Council 2003)
- Arkansas Plumbing Code
- Arkansas Mechanical
- N.E.C. (National Electrical Code 2002)

The following items are required on the job-site at the time of the first inspection. If these items are not present, you will be turned done on the inspection and subject to a \$35.00 re inspection fee.

- Sign with the builder’s name, phone # and Lic. # all subcontractor’s name, telephone#, and the job site address
- Building permits in mailbox.
- Trash container for blow-able debris.
- Erosion control (properly installed) if lot slopes toward street or adjacent property.

***** SIGN MUST BE 4X4 AND ALEAST 16” INTO THE GROUND*******

Address (Lot and Street) Building Permit #	
Builder’s Name Address Phone # Lic # (3” tall)	Plumber’s Name Phone Lic #
Electrician’s Name Phone # Lic #	HVAC Name Phone Lic #

COSTS

- Residential Building Permits costs are calculated on the total footage.
- Mechanical Permits cost \$.05 per square foot (heated and cooled)
- Plumbing Permits cost \$.05 per square foot (heated and cooled) + \$20.00 gas inspection.
- Electrical Permits costs \$.05 per total square foot.
- Wastewater impact fees are collected at the time the permit is issued. The balance of the impact fees is due prior to issuance of certificate of deposit.

PROCEDURE

- The application form must be filled out and submitted.
- A scale drawing of the site plan must be include with the application:
 1. The lot dimensions and the location and dimension of all existing buildings.
 2. The dimensions of the building begin permitted.
 3. Setbacks from all lot lines.
 4. Distance of the new building from all existing buildings.
 5. Existing easements and their dimensions.
 6. Flood plain certifications.
- Payment for permits must be made when the permit is issued. All subs will pay for their individual permits.
- No work will be done until permits have been issued.

INSPECTIONS

****SAME DAY INSPECTIONS****

- Footing
- Rough-in Plumbing
- Slab
- Meter Loop
- Yard Lines (Sewer & Water)
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*****NEXT DAY INSPECTIONS*****

- Rough-in Electric, Rough-in HVAC, Top Out/Gas, and Framing (**MUST BE CALLED IN BY BUILDER AS ONE INSPECTION**)
- Meter Loop
- Final Electric, Plumbing, HVAC and Certificate of Occupancy

ADDITIONAL NOTES

- To avoid a \$35.00 re-inspection fee, be sure you are ready for your inspections.
- The remaining balances of your Impact Fees are due prior to your Final Inspections.
- A Certificate of Occupancy must be issued before any dwelling is occupied. If a Certificate of Occupancy is not obtained you will be subject to a penalty.
- A current copy of your Contractors License and Business License is required.